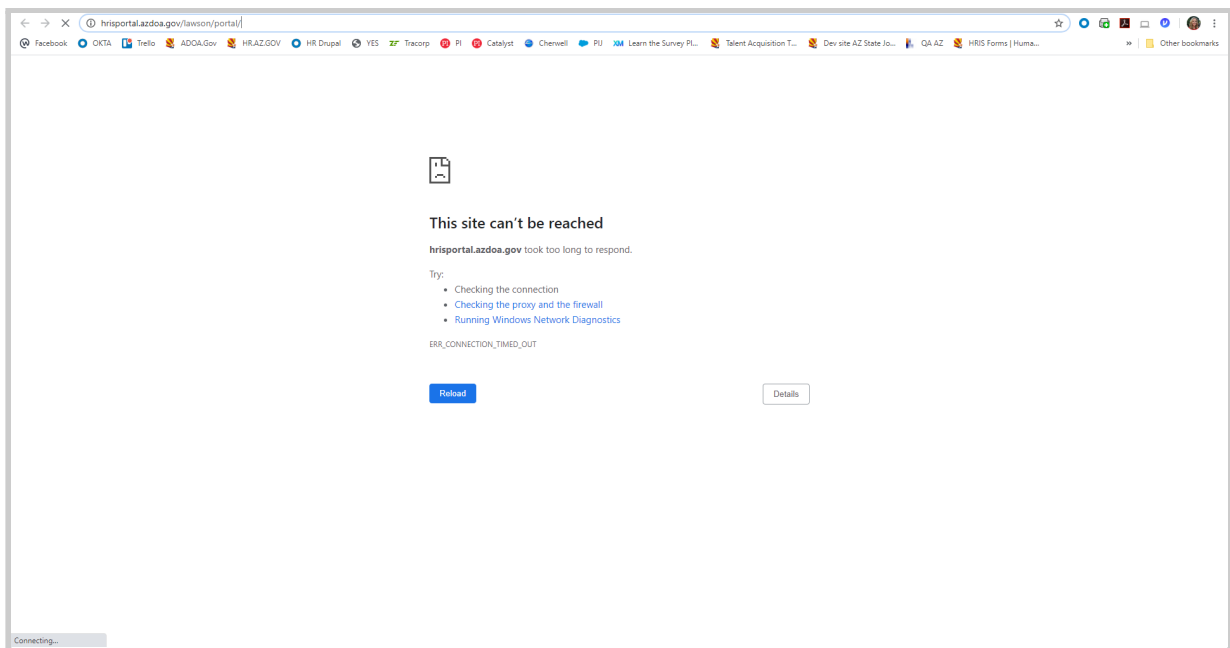


Test Your VPN / Remote Access Software!

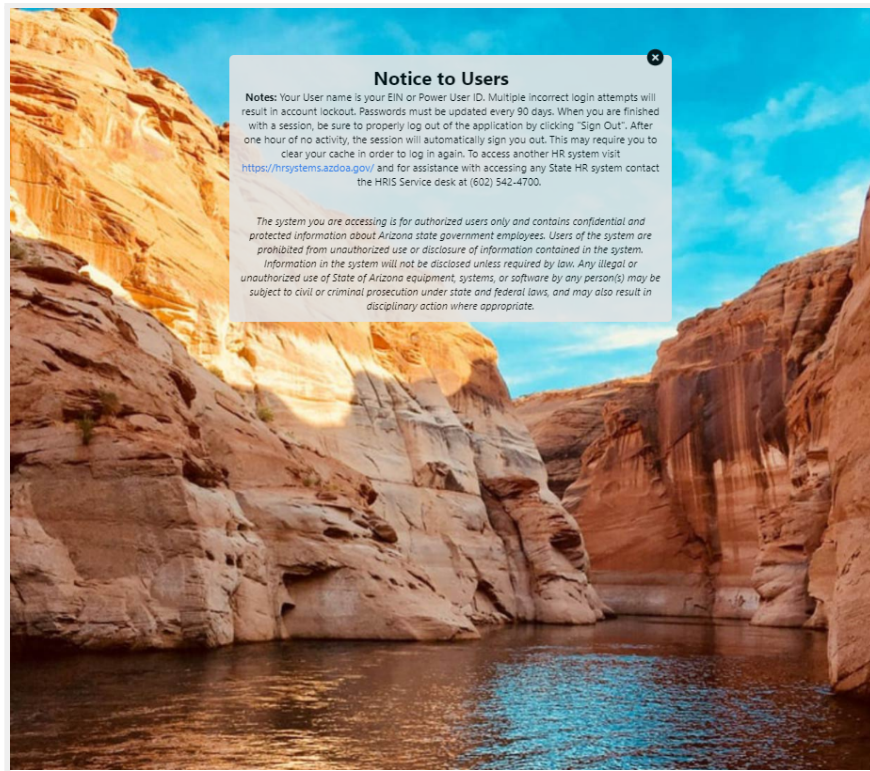
To ensure that you will be able to access the HR Systems after Go Live while working from home or other location (not on the state network) test your current VPN or Remote Access software from home.

Instructions:

1. From your home or other remote location, go to:
<https://hrisportal.azdoa.gov/lawson/portal/>
2. **Confirm the screen you see.** Note: The test does not require that you sign in to the portal page. We are just testing to make sure you can see the portal page.
 - a. **Screen A** - If you get to this screen, your VPN or Remote Access software is **not working**. Please consult your IT dept.



- b. **Screen B** - If you get to this screen, your VPN or Remote Access **is working** and you will have no issues accessing from home at Go Live. No action needed.



Notice to Users

Notes: Your User name is your EIN or Power User ID. Multiple incorrect login attempts will result in account lockout. Passwords must be updated every 90 days. When you are finished with a session, be sure to properly log out of the application by clicking "Sign Out". After one hour of no activity, the session will automatically sign you out. This may require you to clear your cache in order to log in again. To access another HR system visit <https://hrsystems.azdoa.gov/> and for assistance with accessing any State HR system contact the HRIS Service desk at (602) 542-4700.

The system you are accessing is for authorized users only and contains confidential and protected information about Arizona state government employees. Users of the system are prohibited from unauthorized use or disclosure of information contained in the system. Information in the system will not be disclosed unless required by law. Any illegal or unauthorized use of State of Arizona equipment, systems, or software by any person(s) may be subject to civil or criminal prosecution under state and federal laws, and may also result in disciplinary action where appropriate.

ARIZONA

Portal login for State of Arizona YES, HRIS, Talent Acquisition, and MAP systems

Sign in with your user account

User name

Password

Sign in

[First-time user?](#)
[Forgot / Reset Password](#)

[Issues logging in? Follow these steps](#)

[Home](#) [Privacy](#) [Help](#)



How to contact us.

For questions about the upgrade contact the ADOA HR systems upgrade project team at hريسupgrade@azdoa.gov.